

Electric Power System Emergency Report

U.S. Department of Energy
Energy Information Administration
Form EIA-417R

OMB No. 1905-0129
(Expires 12/31/01)

The U.S. Department of Energy, in order to meet its national security requirements and responsibilities contained in the Federal Response Plan, has established mandatory reporting requirements for electric power system incidents or possible incidents. Such incidents are to be reported to the Department through its Emergency Operations Center on a timely basis. **This center is open 24 hours per day, 7 days a week and it can be reached by Voice: (202) 586-8100, by FAX (202) 586-8485, or by E-Mail at wtchofc@oem.doe.gov.**

Report of:	Interruptions of Firm Power: (Y)___	Name of Utility, Control Area Operator, or Electrical System Operator:
	Voltage Reduction: ___ Percent (%) (Y)___	
	Public Appeal: (Y)___	
	Vulnerability Action: (Y)___	
	Fuel Supply Emergencies: (Y)___	

System(s) and/or Area(s) Affected

Date and Time at Which the Incident Began:

Date:

Time:

Time Zone:

Date and Time of Service Restoration, Return to Normal Voltage Levels or Return to Normal System Operations:

Initial Projected Date:

Final Date:

Initial Projected Time:

Final Time:

Time Zone:

Time Zone:

Numbers of Customers Affected:

Amount of Load Involved:

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NARRATIVE DESCRIPTION OF THE EVENT

Provide a brief description of the event. Include as appropriate: the cause of the incident, equipment damaged, critical services interrupted, and any effects on neighboring systems(s):

Report prepared by:

Title:

Telephone Number: () -

Address:

Incident reported by:

Telephone No: () ____ - ____ FAX No: () ____ - ____ E-Mail: _____

(Y) _____

(Y) _____

(Y) _____

This mandatory report is authorized by the Federal Energy Administration Act of 1974 (P.L. 93-275), the Federal Power Act, and the Department of Energy Organization Act (P.L. 95-93). The timely submission of this form by a firm required to report is a requirement under Federal regulations. Late filing, failure to file, failure to keep records, or failure otherwise to comply with these instructions may result in criminal fines, civil penalties, and other sanctions as provided by law. The information collected on this form is not regarded as confidential and will not be treated as such. Public reporting burden on this form is estimated to average 2.89 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate of any other or any other aspect of this collection of information, including suggestions for reducing this burden, to the Energy Information Administration, Statistics and Methods Group (EI-70), 1000 Independence Avenue SW, Washington, D.C. 20585-0670, and to the Office of Information and Regulatory Affairs, Office of Management and Budget, Washington, D.C. 20503.

INTRODUCTION

The U.S. Department of Energy, in order to meet its national security requirements and responsibilities contained in the Federal Response Plan, has established mandatory reporting requirements for electric power system incidents or possible incidents. Such incidents are to be reported to the Department through its Emergency Operations Center on a timely basis.

These requirements are listed in Sections 205.350 through 205.353 of Title 10 of the Code of Federal Regulations. A synopsis of the types of incidents to be reported follows.

INCIDENTS WHICH MUST BE REPORTED

I. INTERRUPTIONS OF FIRM POWER

Any action or event which results in loss of firm power including:

- A. Load shedding actions resulting in the reduction of over 100 megawatts or more of firm power.
- B. Equipment failures/system operational actions that cause the loss of firm system power for a period in excess of 15 minutes.
 - 1. Entities with a previous year recorded peak load of over 3000 MW are required to report all losses of firm power over 300 MW total.
 - 2. Other entities are required to report all losses of firm power which total over 200 MW or 50 percent of the system load being supplied immediately prior to the incident, whichever is less.
- C. Other events or occurrences which result in a continuous interruption for 3 hours or longer to over 50,000 customers, or more than 50 percent of the total customers being served immediately prior to the interruption, whichever is less.

II. VOLTAGE REDUCTION

Any action taken to maintain the continuity of the bulk electric power supply as follows:

Anticipated or actual system voltage reductions of 3 percent or greater for purposes of maintaining the continuity of the bulk electric power supply.

INCIDENTS WHICH MUST BE REPORTED (continued)

III. PUBLIC APPEAL

Any issuance of a general public appeal to reduce the use of electricity for purposes of maintaining the continuity of the bulk electric power system.

IV. VULNERABILITY ACTION

Any incidents which degrade the reliability of the bulk power service as follows:

All actual or suspected intentional acts of physical sabotage (not vandalism) or terrorism directed at the bulk power system in an attempt to:

- 1. Disrupt or degrade the adequacy or service reliability such that load reductions actions or special operating procedures may be needed.
- 2. Disrupt, degrade, or deny service to a specific facility, service, or locality.

V. FUEL SUPPLY EMERGENCIES

Existing or anticipated fuel supply emergency situations which could threaten continuity of the bulk electric power supply system, including:

- A. Fuel inventories or hydro project water storage levels at 50 percent or less of normal, with a projected continued downward trend.
- B. Emergency generation requiring abnormal use of a particular fuel with the potential to reduce supply or stocks to a level which threatens the reliability or adequacy of electric service.

SPECIAL INVESTIGATION

The Department of Energy may require a utility or other subject entity experiencing a power disturbance described above to submit a full report of the technical circumstances surrounding the disturbance including the restoration procedures utilized.

REPORTING PROCEDURES

All reports are required to be made on a timely basis. DOE encourages interim notification via e-mail on a "heads up" basis, to be followed by the full report. The Form EIA-417R covers those reporting requirements. This form is available via e-mail, Internet, or by calling (202) 586-8100.

The Office of Emergency Management, in the Department of Energy, administers these reporting requirements.

INCIDENTS ARE TO BE REPORTED
TO THE DOE EMERGENCY
OPERATIONS CENTER (EOC)
WASHINGTON, D.C.

VOICE (202) 586-8100
FAX (202) 586-8485
E-MAIL wtchofc@oem.doe.gov

24 HOURS PER DAY, 7 DAYS A WEEK

TECHNICAL STAFF:

CRAIG ZINGMAN (202) 586-1043
DAVID McCOLLOCH (202) 586-4660

FAX (202) 586-3859
E-MAIL rsp.div@oem.doe.gov

Individuals above can be contacted during non-duty hours via the Emergency Operations Center.

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FEDERAL REPORTING REQUIREMENTS FOR:

MAJOR SYSTEM INCIDENTS ON ELECTRIC POWER SYSTEMS

1999